ANNUAL SECURITY BRIEF

Getting and Keeping a Clearance.....

A security clearance is a privilege, not a right.

When you accept the privilege of access to classified information, you are also accepting the responsibilities that accompany this privilege.

This is a lifelong responsibility.

What We'll Discuss…

- The investigative and adjudicative process.
- Behavior that might jeopardize your clearance.
- Personal activities that must be reported to your security officer.
- Refresher of the basics.

Investigative and Adjudicative Process

- You were determined eligible for access to Sensitive Compartmented Information (SCI):
  - The Single Scope Background Investigation (SSBI) was initiated after you provided proper documentation stating your 'need-to-know'.
  - The SSBI was completed and sent to the Department of the Navy Central Adjudication Facility (DoNCAF) for adjudication (to determine if you are eligible for access to SCI).
- Your eligibility for access shall expire five years from the day your investigation closed. To maintain access, you shall notify the Special Security Office (SSO) approximately 3-6 months prior to that expiration day. Each individual is responsible for completing a new investigation in order to remain eligible for access.

First Step: The Investigation

- Secret: National Agency Check/local agency records check

- Top secret/SCI: Single Scope Background Investigation (SSBI)

- Conducted by the office of personnel management (OPM)

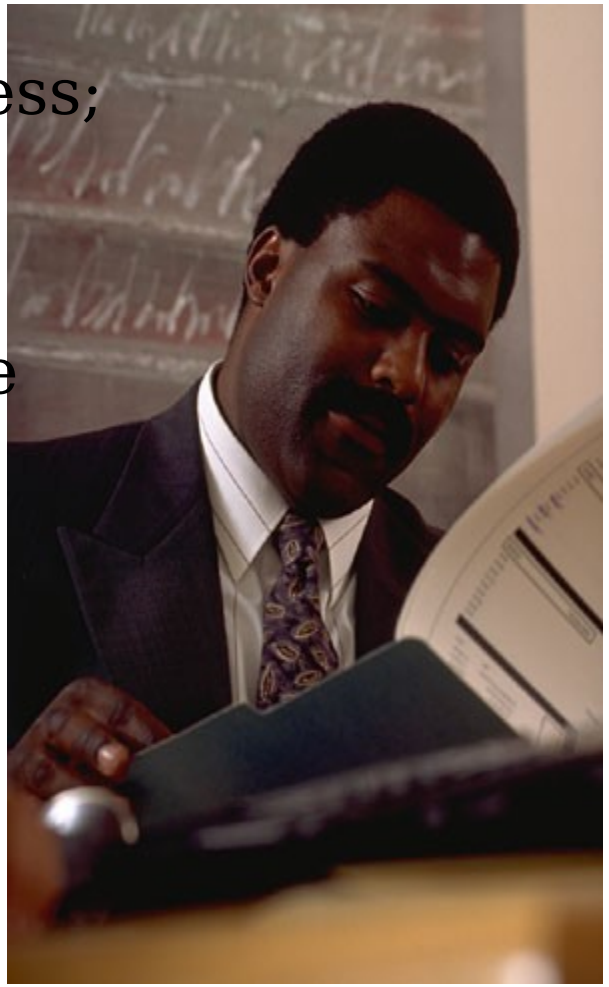
Financial	Education
Criminal	Drug
Residences	Alcohol
Travel	FBI/CIA
Medical	References

Second Step: Adjudication

- A review of your record of behavior (favorable and unfavorable) against the *13 adjudicative* guidelines, or issue areas.
- Guidelines are in place to ensure decisions are fair, impartial, and consistent.
- "Whole Person Concept" – Adjudicators carefully weigh a number of variables; available, reliable information about you, both past and present, favorable and unfavorable

What Makes the Difference?

- Nature, extent, and seriousness;
- You voluntarily report the information;
- You are truthful and complete in responding to questions;
- You sought help and followed professional guidance.
- You've demonstrated positive changes in your behavior.



So, you've got your clearance. Now, how to keep it!

- Standards of conduct;
- Report changes in your personal life that are of security interest;
- Comply with security regs and procedures to protect classified.

Standards of Conduct – The Guidelines

- To maintain access, you must recognize and avoid behavior that might jeopardize your clearance.
- Recognize behaviors in yourself or others that may need to be reported to your security officer and may signal that you or a co-worker may need assistance.
- **Early intervention** is often the key to quick, effective resolution of problems without harming you or the organization.
- Linked to the 13 adjudication guidelines.

Financial Considerations

- Don’t pay your bills
- Spending beyond your means
- Don’t file tax returns, tax evasion
- Calls at work from creditors
- Denial of credit
- Bounced or bad checks
- Failure to make child or spousal support payments
- Bankruptcy

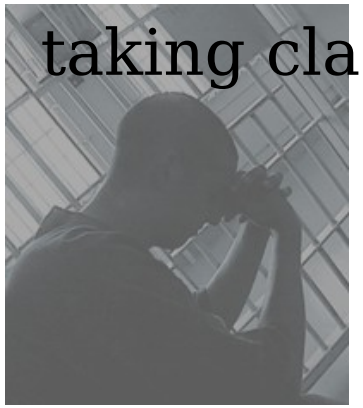
Alcohol

- DUI, DWI
- Concealing alcohol at work or in car
- Irresponsible behavior while under the influence
- Arriving at work intoxicated or drinking on the job
- Can't remember something that happened while drinking

- Habitual or binge drinking
- Going "on and off the wagon"
- Underage drinking

Criminal Conduct

- Theft
- Fraud (misuse of gov’t credit card, misuse of leave, fraudulent travel or expense accounting)
- Dishonorable discharge
- Spouse or child abuse or neglect
- Pattern of disregard for rules and regulations (DWI, taking classified information home at night)



Personal Conduct

- Recurring pattern of poor judgment, irresponsibility, or emotionally unstable behavior.
- Deliberate omission or falsification on your personal security questionnaire.
- Voluntary association with persons involved in criminal activity.
- Indications you may succumb to blackmail rather than risk exposure of a personal issue.

Drug Involvement

- Use of Illegal/illicit drug use
- Misuse of a prescription drug
- Testing positive for illegal drug use

Psychological Conditions

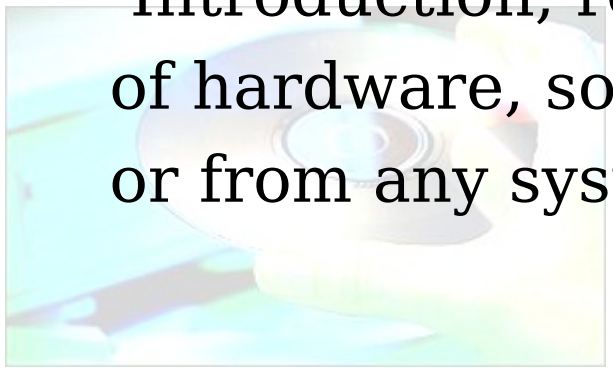
- Pattern of abnormal behavior that casts doubt on your judgment, reliability.
- Emotionally unstable, irresponsible, dysfunctional, high risk,violent, paranoid, or bizarre behavior.
- Expression of bizarre thoughts or perceptions.
- Pattern of lying and deception.
- Failed to follow treatment advice (failure to take prescribed meds).
- Talk of attempt to hurt yourself.
- Inability to control anger.

Foreign Influence and Foreign Preference

- Unreported personal contacts with foreign intel service, government or persons seeking classified information.
- Immediate family member who is a foreign national.
- Unreported close and continuing contact with a foreign national, including intimate contacts, roommate, or marriage.
- Possession of valid foreign passport.
- Exercise of any right,privilege or obligation of foreign citizenship.

Misuse of Information Technology

- Unauthorized entry into any compartmented system.
- Attempting to circumvent or defeat security or auditing systems.
- Downloading, storing, or transmitting. classified on or to unauthorized software, hardware, or information system.
- Introduction, removal, or duplication. of hardware, software, or media to. or from any system without authorization.



Outside Activities

- Service/employment, whether compensated or volunteer, with
  - Government of foreign country
  - Any foreign person, organization, or other entity;
  - Any representative of a foreign interest;
  - Any foreign, domestic, or international organization or person involved in:
    - Intelligence
    - Defense
    - Foreign affairs
    - Protected technology

Security Violations

- Unauthorized disclosures
- “Indirect unauthorized disclosure”
- Taking classified information home
- Multiple security infractions
- Downloading classified on to unapprove system (SIPRNET to NIPRNET)
- Removing classified study notes
- Deliberate failure to comply with security regs
- Statements or actions that demonstrate an individual believes the security rules don’t apply to him/her

Sexual Behavior

- Criminal sexual behavior
- Pattern of compulsive, self-destructive and high risk sexual behavior that you are unable to stop
- Adultery

Allegiance to the U.S.

- Sabotage, espionage, treason, terrorism, or sedition.
- Association or sympathy with persons who have committed or are committing any of the above.
- Any statement or action that show allegiance to a country other than the U.S.

Recognizing and Reporting Behavior

- Exhibiting one or more of the described behaviors does NOT mean the individual is a security risk.
- Security judgment is based on pattern of behavior, not a single action. “Whole Person”
- If you are unsure, talk with your security officer or your supervisor.

Self-reporting… Knowing What and When to Report

Mental Health Counseling & Treatment

- MARADMIN 153/10

- "It is a Department of Defense and Marine Corps Policy that seeking mental health counseling in and of itself is not a reason to deny or revoke a clearance. Rather, it is a sign of maturity and a positive course of action that can help behaviors from escalating to a point of concern."

- "All personnel holding clearances are responsible for reporting to command security officials any change in their mental or emotional health status, and must report the type or reason for mental or emotional health counseling or treatment. In most circumstances, clearances and accesses will not be affected unless issues of violence are reported.

- "Question 21 of the SF-86 security questionnaire now allows personnel to exclude the reporting of counseling related to marital, family, grief, or adjustments from serving in a military combat environment, unless there is violence (mental or physical) by the member."

Mental Health Counseling & Treatment

- Key take away: "Seeking professional care for mental health issues is a positive course of action that, by itself, will not jeopardize a security clearance…we encourage all employees to seek care when needed, regardless of the issue, knowing that getting professional assistance is the best way to maintain optimal individual performance and sustain our Nation's security."

Self- Reporting on Your Personal Activities

- Change in Personal Status.
  - Marital status – married, divorced.
  - Cohabitation – living in spouse-like relationship; intimate relationship, engaged.
    - SCI or certain Special Access Programs: report early, particularly if your partner is a foreign national.
  - Change of name.
- Foreign Travel.
  - SCI: Receive clearance for travel to hazardous countries.
  - Security Office will provide State Dept advisories. on hazardous conditions and any known security. concerns.
  - Receive a defensive security briefing.

Self-reporting….

- Foreign Contacts
  - Must report contact with individuals of **any** foreign nationality, either within or outside the scope of your official duties, in which:
    - Illegal or unauthorized access is sought to classifie or otherwise sensitive information.
    - You may be concerned that you are a target of an attempted exploitation.
  - SCI cleared individuals must report all close and continuing relationships with foreign nationals.

Self-reporting…

- Media Contacts.
  - Inquiries about your job or organization.
  - Ongoing personal contacts with media. representatives who cover your organization.
- Prepublication Review.
  - SCI – mandatory.
  - Technical paper, book, magazine article, or. newspaper prepared for posting on internet, or lecture or speech that you prepare to give, must be cleared if it contains information or knowledge you gained during your current or any previous classified job.
  - Resumes.

Self-reporting….

- Loss or Compromise of Information
  - Inadvertently or accidentally lose or compromise classified or other sensitive information.
  - First Priority – Report loss of the classified ma

Self-reporting….

- Financial Problems.
  - Filing for bankruptcy.
  - Garnishment of wages.
  - Have a lien placed upon your property for failing to pay a creditor.
  - Eviction from a residence for failure to pay rent.
- Arrests.
  - Any, regardless of whether or not you were convicted or charges were dropped.
  - Other Involvement with the Legal System: Target of legal action such as being sued. Possibility that you might be required to discuss your job under oath.

Self-reporting….

- Psychological Counseling.
  - Psychological treatment is reported unless it is.

    for marital, family or grief counseling.
  - Strongly encouraged and endorsed.
  - Seeking help for routine life crises does not reflect adversely on an individual's judgment.
  - Viewed as a positive sign that an individual recognizes that a problem exists and is willing to take steps toward resolving it.
  - Does not jeopardize your security clearance.

Who You Report To

If you have an SCI clearance.

- MFR SSO
  - Your Local SSO office

If you have a TOP SECRET or SECRET Clearance.

- MFR Security Manager
- Local Security Manager
- I&I
- Unit
  - MSC

If you are a Contractor

- Your Company's Security Manager

So, I Report a Personal Problem, Then What?

At some time in your life, you may face problems with inter-personal relationships, depression, alcohol, family issues, or similar difficulties.

Vast majority of those seeking professional help do not suffer damage to their career.

On the contrary, it enables one to get help with an unmanageable problem in order to get on with life.

Early intervention is often a key to early resolution.

Where to Go for Help

- Chaplain
- Financial counselors
- Drug and Alcohol Program Advis
- Supervisor
- Employee Assistance Program
- Community Mental Health Cente
- Credit Unions
- Legal Services
- Navy Relief

Employee Assistance Program

Summary

- Deal with problems in the early stages.
- Take advantage of available resources.
- Talk with your SSO or security manager.
- Be alert to situational stressors in yourself and your co-workers.
- Early intervention is often a key to early resolution.

Back to Basics.....

Transporting Classified

- Transporting outside a secure facility requires either a courier card or courier letter issued by the SSO or security manager.
- Advance coordination/permission to courier aboard commercial aircraft.
- Do:
  - Double wrap; courier pouch.
- Do not:
  - Stop for lunch;
  - Go shopping;
  - Go to restaurants, bars;
  - Take it home.

JPAS and JPAS accounts

Joint Personnel Adjudication System (JPAS)

- Allows you to look up an individuals clearance status.

Who has a JPAS account……

- MFR SSO
- ISB SSRs
- Unit Security Managers
- I&I Security Managers
- MSC Security Managers

Prohibited Items Inside a SCIF

- Personal cellular telephones (command prerogative);
- Two-way pagers;
- Recording devices (audio/ visual);
- Personal computer equipment.
- Certain PDAs – check with your SSO.
- Any wireless transmitting device.

Telephone Security

- Discuss classified only on:
  - STU-III, STE, or DSTS (gray).
  - Remember! Phones are only secure when they've been switched to secure voice mode.
- When using a commercial phone, remember:
  - Do NOT discuss classified…do NOT attempt to "talk around" the classified information.
  - Terminate a call if the caller attempts to discuss classified.
  - Be alert to classified discussions around you.
  - Be aware that your non-secure phone call can be monitored!

OPSEC and the Internet

"Using public sources openly and without resorting to illegal means, it is possible to gather at least 80% of information about the enemy." Al Qaeda Training Manual

How may the information you include in an e-mail or post on a web site help an adversary…?

- Our intentions
- How we operate and our plans (CONOPS, OPLANS, SOP)
- Movement of forces
- Travel Itinerary

Points of Contact

MFR SSO - 504-678-8113
MFR ASSO - 504-678-6512
MFR SSO Chief – 504-678-8091/5635
MFR Security Manager - 504-678-1090
4th MarDiv Security Manager - 504-678-4129
4th MLG Security Manager - 504-678-6909
4th MAW Security Manager - 504-678-6573
MOBCOM Security Manager - 816-843-3101
ISB, A Co. SSR - 858-577-9226
ISB, B Co. SSR - 720-847-6359
ISB, C Co. SSR - 703-784-2812

Annual Security Awareness

- You have now completed your Annual Security Awareness Training for 2010.
  - Marines from Intelligence Support Battalion, please contact your Company SSR via email after completing this brief. List your full name, rank, and date that you completed the training.
  - All others, please contact the MARFORRES SSO via email after completing this brief. List your full name, rank, and date that you completed the training. Marforres_sso@usmc.mil

Questions???